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**TEST INFORMATION GUIDE**

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This test information guide provides a summary of concepts that are tested on the written examination for the **Highway Maintainer** job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

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**I. TRUCK & EQUIPMENT MAINTENANCE (10 Questions)**

Employees in this job are responsible for keeping their vehicles and equipment clean, safe and in good working order. Therefore it is necessary for employees in this position to have knowledge of maintenance practices related to vehicles and equipment. Test question topics include:

- Routine engine and vehicle preventive maintenance;
- Troubleshooting equipment problems;
- Knowledge of engine and vehicle systems and components.

**II. TOOL USAGE (12 Questions)**

Knowledge of the proper usage of various gasoline-powered, electric-powered and hand-powered tools is necessary for the successful performance of Highway Maintainer job duties. Test questions may require that you:

- Identify a tool from a picture or description and its appropriate usage;
- Distinguish which tool would be most appropriate to complete a given task;
- Recognize the proper use of common tools or hardware.

**III. MECHANICAL COMPREHENSION (10 Questions)**

Employees in this job must have mechanical comprehension skills in order to safely operate equipment and effectively perform job tasks. Test question topics include:

- Application of elementary physics principles to work situations;
- Function and operation of simple mechanical systems such as levers, screws, pulleys and gears.

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#### **IV. SAFETY PRACTICES**

**(16 Questions)**

Due to the nature of this job, highway maintainers are often exposed to potentially hazardous situations. Therefore, it is necessary for employees in this position to be especially aware of safety practices that may be employed to prevent or decrease the possibility of injury. Exam question topics include:

- Injury reporting;
- Responding to emergency situations;
- Responsible use of chemicals, equipment and vehicles;
- Issues related to public or workplace safety.

#### **V. DEFENSIVE DRIVING**

**(16 Questions)**

Employees in this job must operate vehicles in a safe and lawful manner. This exam section tests your knowledge of the "rules of the road" in the State of Illinois. Test question topics include:

- Responsibilities of drivers;
- Recognition of hazards and appropriate response;
- Prevention of and response to dangerous situations;
- Safe driving techniques.